



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**HEADQUARTERS, 58th Transportation Battalion**  
3rd Chemical Brigade  
451 Colorado Avenue, Unit 8  
**FORT LEONARD WOOD, MISSOURI 65473**

ATSN-CBC

14 July 2005

**MEMORANDUM FOR Personnel Concerned**

**SUBJECT: Policy Letter #2, Equal Opportunity/Equal Opportunity Plan**

1. The 58<sup>th</sup> Transportation Battalion will fully support the 3<sup>rd</sup> Chemical Brigade Equal Opportunity Action Plan.
2. Each company commander and supervisor will take positive measures to ensure all actions meet the spirit and action demanded of this plan. Commanders and supervisors will constantly be on the alert to detect and correct any discriminatory conditions involving personnel of their commands. Affirmative action is the detection and correction of discriminatory practices and procedures.
3. Every supervisor or instructor in this battalion will treat students and fellow soldiers equally and fairly without regard to gender, ethnic origin or religious beliefs. We are professional Soldiers and there will be zero tolerance of discriminatory behavior.
4. Personnel subjected to or having knowledge of discriminatory practices will bring them to the immediate attention of their respective commander. It is my firm policy that immediate redress be given all justified instances of discrimination involving members of this command. In cases when individuals feel they have not received adequate redress, I am available to them as indicated in my open door policy
5. This memorandum supercedes all previous memorandums on this subject.
6. POC this memorandum, SFC Strange, 596-6351, or [strangel@wood.army.mil](mailto:strangel@wood.army.mil).
7. WE SET THE STANDARD!

Robert T. Hixon  
LTC, TC  
Commanding